

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held September 3, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 3, 2025, at 6:30 p.m. with the following members present: Catherine Wolcott, Dave Johnson and Keith McClintock. Also present was Fiscal Officer Mike Romans, Chief Hildenbrand, and those on the attached sign in sheet.

Mrs. Wolcott called the Regular Meeting to order with the Pledge of Allegiance

Mrs. Wolcott reported that there was a quorum. All three trustees were present.

Mrs. Wolcott asked if any residents had questions or concerns to bring before the Board. There were none.

Mrs. Wolcott reported that four Fall trash day quotes were requested.

Penn Ohio	\$2,624.50 total
Dumpster Bandit	\$2,500.00 total
Rumpke	No quote received.
Major Disposal	\$2,348.45 Received 45 minutes late.

MOTION 2025-104: Made by Mr. McClintock, seconded by Mr. Johnson to award fall trash day hauling to Dumpster Bandit. Motion carried.
Fall trash day is scheduled for Saturday September 27, 2025.

MINUTES

Meeting minutes will be ready for approval at the next trustee meeting.

Mr. McClintock asked the board to approve the verbiage for issue 9, issue 10, and issue 11 for the November ballot.

Issue 9 – Hambden Township Proposed Tax Levy Renewal for purpose of construction or acquisition of specific permanent improvements, etc.

MOTION 2025-105: Made by Mr. McClintock, seconded by Mr. Johnson to approve the verbiage for issue 9 as submitted. Motion carried.

Issue 10 – Hambden Township Proposed Tax Levy Renewal for purpose of maintaining fire apparatus, fire equipment, mechanical resuscitators, other recovery equipment, maintenance of fire alarm communications, etc.

MOTION 2025-106: Made by Mr. McClintock, seconded by Mr. Johnson to approve the verbiage for issue 10 as submitted. Motion carried.

Issue 11 – Hambden Township Proposed Tax Levy Renewal and Increase
Renewal of 1.5 mills and increase of 0.78 mill for each \$1 of taxable value for purpose of maintaining fire apparatus, resuscitators, rescue and recovery equipment, other fire equipment, buildings, etc.

MOTION 2025-107: Made by Mr. McClintock, seconded by Mr. Johnson to approve the verbiage for issue 11 as submitted. Motion carried.

ZONING INSPECTOR

No report.

ZONING

Mrs. Wolcott reported that the Zoning Commission is scheduled to meet on Monday, September 8, 2025, at 6:00 PM

Held September 3, 2025

FIRE DEPARTMENT

Chief Hildenbrand submitted his call summary report for August.

Chief Hildenbrand reported that the first annual clambake is scheduled for September 20th.

Chief Hildenbrand reported that an insurance claim has been filed for damage to the fire engine and gear rack. Estimates are being collected for the damage done while a fire fighter was backing the fire engine into the garage.

Chief Hildenbrand reported they are close to receiving approval on the septic system for the new building. They hope to break ground in February 2026.

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$14,340.16

Mr. Romans reported that vendor warrants #14927 through and including #14944, totaling \$13,866.10, were submitted to the Board for approval and signature. Backup was attached to the checks. They will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase orders #109-2025 through #116-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that three Re-allocation of Appropriations were made.
\$375 from 1000-110-599-0002 to 1000-110-599-0001 for community picnic expenses
\$250 from 1000-110-740-0000 to 1000-110-599-0001 for community picnic expenses
\$350 from 1000-110-599-0000 to 1000-110-599-0001 for community picnic expenses

Mr. Romans asked the board's approval for 7.5 hours of holiday pay on Labor Day for Traci Palattella. Mr. McClintock stated that according to the policy and procedure manual a part-time employee is eligible for holiday pay when it falls on one of their normal workdays.

MOTION 2025-108: Made by Mr. McClintock, seconded by Mr. Johnson to approve 7.5 hours of holiday pay on Labor Day for Traci Palattella. Motion carried.

Mr. Romans asked for approval to attend the Twinsburg village fiscal officer training on October 23, 2025.

MOTION 2025-109: Made by Mr. McClintock, seconded by Mr. Johnson to approve Mike Romans to attend the Twinsburg Village fiscal officer training on October 23, 2025, at the cost of \$110 plus mileage. Motion carried.

ROADS

Mr. McClintock reported that they are getting caught up on roadside ditching requests.

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Mr. McClintock stated that John Haeseler last day of seasonal employment was August 20, 2025, and Ian Brown last day of seasonal employment was August 28, 2025. A few resumes were received for the full-time road worker and are hoping for a couple more candidates to choose from. One applicant was qualified but was looking for a higher pay rate.

Mr. McClintock stated that Mr. Welker is hoping to get the crossover pipe on Kile Road replaced before the end of the year.

Mr. Johnson reported that the drainage problem on Tudor Place is to be handled by ODOT but has not been started.

TOWNSHIP HALL

Mrs. Wolcott reported that she is still waiting on the new front door quote from R.E.Y. Construction.

SAFETY

No report

PARK

No report

CEMETERY

Mr. Johnson reported that Frank Mihalik was questioning Mr. Babic regarding the pricing for burial of cremains. Mr. Johnson has left a message for Mr. Mihalik to call him back to discuss the pricing.

Mr. Johnson suggested looking into moving the fence line at the cemetery after the Township takes possession of the current fire station to allow for full burials along the fence line.

MISCELLANEOUS

Mrs. Wolcott reported that since the last trustee meeting the following correspondence was sent to the Board:

- Playground Inspection Report 8/15/25 and 8/18/25
- Hambden Township Road Dept. Weekly Work Log 8/11-8/15 and 8/18-8/22
- August Geauga County Sheriff's Call Report
- Two Road Department Job Inquiries sent to Mike Welker
- Auditor of State Communication regarding adoption of Cybersecurity program by Jan. 1, 2026
- Auditor of State Communication regarding process for seeking unclaimed money for public offices.
- Geauga Township Association Quarterly Dinner Meeting invitation – sign up in office
- Geauga Soil and Water Conservation District Annual Meeting and Election Invite October 2, 2025

Mr. Romans reported that at a meeting with Geauga County Auditor Chuck Walder it was recommended that the townships work on the cyber security policy that is due January 1, 2026. Mr. Walder also suggested that while attending conferences or training, do not use the hotel Wi-Fi but to get a device that is secure for the Township elected officials/employees to use.

The correspondence will be filed in the office.

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Mr. Johnson stated that the digital sign in front of the town hall only displays the park board meeting and needs to be reset.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, September 17, 2025, at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:00 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant

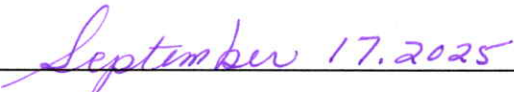


Catherine Wolcott



DATE APPROVED:

Dave Johnson



Keith McClintock